

## **GUIDANCE DOCUMENT: Minors in Research Laboratories or Animal Facilities**

### **PURPOSE:**

The purpose of this document is to provide guidance for University faculty and staff wishing to offer educational opportunities in research labs or animal facilities to minor children ages 15 –17.

### **DEFINITIONS:**

- “**Animal Facility**” means any Purdue facility where animals are housed.
- “**Laboratory**” means any building or part of a building used or intended to be used for scientific or technical work which may be hazardous, including research, quality control, testing, teaching, or analysis.
- “**Minor**” means any person who has not attained the age of 18 years.
- “**PI**” means principal investigator.
- “**Research**” means an active, diligent, and systematic process of inquiry in order to discover, interpret, or revise facts, events, behaviors, or theories, or to make practical applications with the help of such facts, laws, or theories.
- “**Select Agent**” means biological agent or toxin listed in 73 CFR part 4 and 9 CFR part 121.4.
- “**Visitor**” means any person who enters a laboratory, greenhouse, or animal facility upon the express or implied invitation of the laboratory director/supervisor.
- “**Volunteer**” means any person who, of his or her own free will, provides services to Purdue for civic, charitable, or humanitarian reasons without promise, expectation, or receipt of compensation.

### **SCOPE:**

This policy covers all Purdue research laboratories, greenhouses, animal facilities, animal procedure rooms, animal housing areas, and clinical laboratories.

This policy is directed to include all persons under age 18 whether students, employees, or volunteers. Minors 14 years of age and under are **NEVER PERMITTED** inside of any research laboratory, greenhouse, or animal facility at the Purdue University. An exception is allowed for Purdue sponsored programs which are designed for youth under the age of 15 and which have documented training policies.

## **POLICY:**

Unless enrolled as a Purdue student, a minor is not allowed to work or conduct research in a Purdue research laboratory, greenhouse, or animal facility except as identified specifically below. In addition, minors are prohibited from operating farm machinery or state vehicles and from working in machine shops.

1. All minors are prohibited from working or conducting research in the following:
  - a. Any laboratory or facility designated as BSL-3, ABSL-3, or higher for recombinant or infectious organisms.
  - b. Any laboratory where select agents or explosives are used or stored.
2. All minors are prohibited from working with radioactive materials or (ionizing) radiation producing devices unless specifically approved by the Radiation Safety Committee.
3. Regardless of the time interval, minors who work in any capacity with animals must be added to an Animal Care and Use protocol currently approved by the PACUC. Minors must be enrolled in the Animal Occupational Health Program. Declination of participation is not an option for minors.
4. Minors are allowed to work or conduct research in laboratories (not listed in #1 above) if all of the following requirements are met:
  - a. All information and signatures required here are complete.
  - b. Chemical Hygiene Plan (CHP) training has been completed by the minor if any chemicals are involved in the work.
  - c. Hazard Communication Program (HCP) training has been completed by the minor if **no** chemicals or are involved in the work or if any chemical use is other than “laboratory use” in nature (e.g. cleaning).
  - d. Personal Protective Equipment (PPE) training has been completed by the minor if any PPE is likely to be involved in the work, and PPE specific to the hazards has been provided to the minor with instructions for use and disposal.
  - e. Bloodborne Pathogens training (BBP), Laser Safety training (LSR) training, and/or Biosafety training (BS) have been completed by the minor if appropriate to the work.
  - f. Building Emergency Plan training (BEP), for the building(s) where the minor will do the work, has been completed.
  - g. Any appropriate hazard-specific safety training is completed by the minor with the Principal Investigator/Sponsor.
  - h. The minor is supervised at all times while in the laboratory and never left alone.
  - i. Hours of work comply with Federal Regulation 29 CFR 570.35.
  - j. The laboratory is in full compliance with all applicable Purdue environmental health and safety programs and regulations.

## **GENERAL RULES: Minors Working in Laboratories and Animal Facilities**

1. Never to work in any laboratory environment without direct, immediate supervision from the PI or a competent person designated by the PI
2. Always follow the instructions and obey rules.
3. Report any accident or near miss incident (regardless of severity) immediately to the P.I or designee.
4. Always wear at least the minimum personal protective equipment as directed. This personal protective equipment includes glasses, gloves, coats/gowns, and other face/body protection as dictated by the hazard being worked with or around.
5. Always keep hands away from face and wash them well with soap and water prior to leaving any laboratory area.
6. Never eat, drink, chew gum, apply lip balm, or touch contact lenses while in any laboratory environment.
7. Always wear closed-toe shoes while in any laboratory.
8. Always tie back long hair to keep it out of all the hazards listed above.
9. Wear clothing that is not so loose or baggy that it risks catching on apparatus or overturning small pieces of equipment, but which reduces the amount of exposed skin. If skin or eye contact is made with any hazardous chemical or unknown chemical, wash immediately and report the incident.
10. Always ask questions if necessary to clarify and improve understanding of the safety requirements.

**APPROVAL FORM:  
Minors in Research Laboratories or Animal Facilities**

This form is not required for minors in formal University sanctioned educational outreach activities such as Insectaganza, Science Bound, etc.

Minor's Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Research Directly Supervised by: \_\_\_\_\_

Department: \_\_\_\_\_

PI (if different from supervisor): \_\_\_\_\_

Will this student be paid for their work?  Yes  No

Time period (months or weeks) and estimated number of hours per week:

Months: \_\_\_\_\_ Weeks: \_\_\_\_\_ Hours/Week: \_\_\_\_\_

**Attach project summary and types of experiments to be performed.** Please describe any use of chemical, biological, or other hazards, including equipment or instruments such as lasers, centrifuges, autoclaves.

**Attach comprehensive summary of minor's prior research lab or animal facility experience.**

**SIGNATURES**

**(All signatures must be completed prior to beginning work.)**

**Parent Approval:** A parent has been adequately informed about the activities and hazards and consents that the minor child may participate in this work.

Parent's Name: \_\_\_\_\_ (Signature) \_\_\_\_\_ (Print)

Home Address: \_\_\_\_\_ (street) \_\_\_\_\_ (City/State/Country)

Home Telephone: \_\_\_\_\_ Emergency Telephone: \_\_\_\_\_

**Teacher Recommendation:** Teacher has recommended this student for these activities.

Teacher's Name: \_\_\_\_\_ (Signature) \_\_\_\_\_ (Print)

School Name: \_\_\_\_\_ School County: \_\_\_\_\_

School Address: \_\_\_\_\_ (street) \_\_\_\_\_ (City/State/Country)

**PI Agreement:** The PI agrees to sponsor the above student in laboratory research and to ensure that appropriate safety training and careful supervision will be provided at all times.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print)

**Department Head Approval:**

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print)

**Safety Training Attachments with Dated Certificates of Completion as Applicable:**

CHP   
Chemical Hygiene Plan

PPE   
Personal Protective  
Equipment Policy

LS   
Laser Safety

HCP   
Hazard Communication  
Program

BBP   
Bloodborne Pathogen  
Program

BEP   
Building Emergency Plan

Process is complete when all information and signatures are complete and a copy of all, including attachments, is sent to:

**Minor in Research**, REM, 550 Stadium Mall Drive, West Lafayette IN 47907